

## **RAVENNA RAILROAD FESTIVAL AT THE YARD**

**Saturday & Sunday, September 10-11, 2022**

Phone: (833) 597-8326, ext 819

Email: [festival@kentuckysteam.org](mailto:festival@kentuckysteam.org)

The Ravenna Railroad Festival, a celebration of the railroad industry which established the City of Ravenna provides a weekend of free entertainment and activities for everyone in the community. This family-oriented event offers something for everyone. In 2021, we soared to new heights and attracted nearly 3000 visitors. We would like to invite you to become a part of the fun!

**In 2022 we are expanding to a two-day event.**

**Booth fees reserve your spot for both days. There are no single-day rates.**

Location: The Yard at 499 Kirkland Ave, Irvine KY 40336

### Booth Sizes & Registration Fee:

20' x 10' electric.....	\$120
20' x 10' non-electric.....	\$90
10' x 10' non-electric.....	\$60

### Important Dates to Remember

Sat., Sept. 10 Check-in/set-up time: 7 – 9 a.m.

Sat., Sept. 10 Festival hours: 9 a.m. – 7 p.m. (tentative)

Sun., Sept. 11 Festival hours: 10 a.m. – 6 p.m. (tentative)

Feel free to bring your tent and set it up on Friday evening September 9, 2022.

## **General Information**

1. The Festival Booth Committee is responsible for space assignments. We reserve the right to limit the number of booths with similar items.
2. First time applicants need to include three photographs of items you plan to sell with your application form and booth payment. If your booth is not accepted, we will return payment along with your photographs as soon as possible.
3. Exhibitors are responsible for collecting, reporting, and paying sales taxes.
4. Exhibitors are responsible for providing your tables, chairs, shelter, and outdoor extension cords.
5. Exhibitors will be expected to keep the booth area clean at all times.
6. The booth committee will check all booths for adherence to policies and advise exhibitors of infractions that require immediate attention.
7. Once your reservation has been made, we regret that we will not be able to refund your money.
8. The festival remains open rain or shine. You must be prepared for inclement weather with appropriate protections so that your booth may remain open. Exhibitors must remain in your assigned booth to do business – NO ROAMING to do business.
9. No pets will be allowed in the booth area for safety reasons.
10. The festival committee reserves the right to eliminate the selling of items not approved by the festival. Examples; gambling, martial arts weapons, pornography, copies of designer products, etc. Any object that could be a nuisance to anyone should not be sold. Examples; poppers, fireworks, disappearing ink, spray foam cans, stink bombs, silly string, etc. No games will be allowed unless approved by the festival committee.
11. Devices that produce sound must be operated in a manner that does not infringe on the rights of neighboring exhibitors. The festival committee reserves the right to determine the acceptable sound level.

## **Booth Guidelines**

1. BOOTH APPEARANCE IS EXTREMELY IMPORTANT!!! Tables should be draped to the ground. The more attractive your booth, the better you will sell.
2. Boxes, wrapping papers, bags, and general clutter MUST be concealed from view. Trailers may not be parked within exhibiting area unless they are an integral part of the display. They cannot be used for storage only. Vehicles cannot be part of a booth display.

## **Exhibitor Services**

1. There will be security, however, the festival makes no guarantees and assumes no responsibility for loss, breakage, etc. Items should be removed at closing.
2. Electric service is available and may be contracted in advance.
3. The Ravenna Railroad Festival Committee will be available at all times to help.
6. Welcome packets containing a nametag, booth number, parking information, etc. will be given during check-in at the festival.
7. Promotion will include press releases to regional newspapers, radio stations, magazines, television stations, and websites.
8. Parking will be a short walk from the booth area. You will be able to pull up to the exhibitor space for setup and teardown.

(This is your copy to keep for reference.)

**2022 RAVENNA RAILROAD FESTIVAL AT THE YARD**

**BOOTH APPLICATION**

*You may also register online at [www.railroadfestival.com](http://www.railroadfestival.com)*

Group/Business Name: \_\_\_\_\_ Person Responsible: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ E-mail address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

Phone number of someone, a relative or neighbor, who may be reached in the event of an

Emergency: Name \_\_\_\_\_ Phone # \_\_\_\_\_

**CHECK APPROPRIATE BOX (ES). Returning Exhibitor:** Yes \_\_\_\_\_ No \_\_\_\_\_

TYPE OF ITEMS TO BE SOLD OR DISPLAYED:

Baked Goods \_\_\_\_\_ Educational \_\_\_\_\_ Game \_\_\_\_\_ Health \_\_\_\_\_ Other \_\_\_\_\_

DESCRIBE ITEMS YOU PLAN TO DISPLAY OR SELL. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BOOTH SIZES & FEES: (Make checks payable to Ravenna Railroad Festival)

20' x 10' ELECTRIC Type needed: 110 or 220 # \_\_\_\_\_ @ \$120 = \_\_\_\_\_

20' x 10' NON-ELECTRIC # \_\_\_\_\_ @ \$90 = \_\_\_\_\_

10' x 10' NON-ELECTRIC # \_\_\_\_\_ @ \$60 = \_\_\_\_\_

Amount enclosed: \_\_\_\_\_

By August 10, 2022 return application, check/money order (please do not send cash), and photographs (if a new vendor applicant) to:

Ravenna Railroad Festival at The Yard

499 Kirkland Ave.

Irvine KY 40336.

Disclaimer: I understand that there are inherent risks involved in participating in the festival and that I will assume all risks and hazards incidental to such participation and we do hereby waive, release, absolve, indemnify, and agree to hold blameless the city of Ravenna, organizers, supervisors, participants, and staff personnel.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

For office use: Date registration application received \_\_\_\_\_ Cash or check/money order # \_\_\_\_\_ Booth assigned \_\_\_\_\_